

**SUMMARY OF THE
ACCREDITATION PROCESS COMMITTEE MEETING
JUNE 13, 2001**

The Accreditation Process Committee of the National Environmental Laboratory Accreditation Conference (NELAC) met by teleconference on Wednesday, June 13, 2001 at 1:30 p.m. Eastern Daylight Time (EDT). The meeting was led by its chair, Mr. Gleason Wheatley of the State of Kentucky Department of Environmental Services. A list of action items is given in Attachment A. A list of participants is given in Attachment B. *The purpose of the meeting was to discuss agenda items which follow.*

INTRODUCTION

Mr. Wheatley opened the meeting by asking each person to introduce themselves. He then proceeded to the first agenda item, that of addressing the nomination and election of a chairperson to the Accreditation Process Committee. Mr. Wheatley was nominated as the chairperson, and received a unanimous vote to continue as chairperson of the committee for another year.

THE SEVENTH NELAC ANNUAL MEETING

Mr. Wheatley reviewed the Accreditation Process Committee discussions, proposed changes and floor amendments which occurred during the recent Seventh NELAC Annual Meeting (NELAC 7) in Salt Lake City, Utah for those not able to attend that meeting. The committee discussed certain events that occurred as a result of the addition of the "grandfather clause" in the proposed changes to the NELAC Standard as an "immediate change." Mr. Wheatley and other committee members present at NELAC 7 recapped the voting session events concerning the "immediate change" versus the two year implementation period mandated by several states participating in the National Environmental Laboratory Accreditation Program (NELAP). Several committee members expressed concern over the competitive advantage gained by competing laboratories where one may be hampered by adherence to previously adopted 1999 NELAC Standard regulations and a competing laboratory may be less encumbered by a newer change concerning regulations or accreditation requirements in more recently adopted NELAC Standard. Other committee members balanced the discussion by recognizing that some NELAC states have standard two year periods for the acceptance or adoption of policy changes and/or new state regulations, and why these delay mechanisms are in place.

ACCREDITATION PROCESS COMMITTEE MEMBERSHIP

The next agenda item initiated by Mr. Wheatley was the need for more committee members, noting that Ms. Maureen Hamilton will resign from the committee soon. This loss will leave the committee lacking one voting member and one contributing member. Mr. Wheatley will contact Ms. Marge Prevost, chair of the Membership and Outreach Committee, for information on volunteers interested in joining the Accreditation Process Committee.

MOBILE LABORATORIES

The committee briefly discussed the mobile laboratory issue addressed in Section 4.0 of the current NELAC Standard and the status of that issue in relation to the Field Activities Committee. The committee agreed that they would continue joint discussions and efforts with the Field Activities Committee to hopefully resolve the accreditation requirements for mobile laboratories and those concerning field measurements. Mr. Wheatley will contact Dr. Bart Simmons, chair of the Field Activities Committee, to continue these efforts.

There was discussion concerning Section 4.0, paragraph C of the current NELAC Standard involving any mobile laboratory changing location across state lines from the home state of that laboratory, where it is required to obtain primary accreditation. There is conflicting language in Chapter 6 of the currently accepted NELAC Standard. The language in Section 6.2.2, paragraph A of the current NELAC Standard requires any county, municipal or non-governmental laboratory operating within a NELAC state to seek primary accreditation from the state in which they are located and/or doing business. The concern was that each time a mobile laboratory changes location portions of the accreditation process would be repeated, due to this language.

This discussion was originally initiated by Dr. Carl Kirscher from the State of Florida, during NELAC 7 when he observed that when a mobile laboratory crossed state lines it was subject to an on-site inspection from that host state due to wording in Section 6.2.2. a) of the NELAC Standard. The current wording in Chapter 6 leaves a loophole such that mobile laboratories can be considered as new laboratory operations setting up in that host state and would be subject to redundant NELAC accreditation processes.

Mr. Wheatley will contact Mr. Louis Johnson, chair of the Accrediting Authority Committee, to discuss a resolution to this loophole and propose appropriate language changes.

ADJOURNMENT

Mr. Wheatley called for any new business for discussion, with none forthcoming, he thanked those in attendance and adjourned the meeting at 2:15 p.m.

ACTION ITEMS
ACCREDITATION PROCESS COMMITTEE MEETING
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Item No.	Action	Date to be Completed
1.	Contact the Field Activities on mobile laboratories and field measurements issues	Ongoing
2.	Clarify with Accrediting Authority Committee on mobile lab issues related to Section 6.2.2. a)	Ongoing
3.	Contact the Membership and Outreach Committee for volunteers to join Accreditation Process Committee	Ongoing

**PARTICIPANTS
ACCREDITATION PROCESS COMMITTEE MEETING
JUNE 13, 2001**

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